



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

RQ-2

McFall Kerbey III, Treasurer
Capuano for Congress Committee
660 Broadway, Suite 23
Somerville, MA 02144

FEB 1 2000

Identification Number: C00336388

Reference: Mid-Year Report (1/01/99-6/30/99)

Dear Mr. Kerbey:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-When a committee reports receiving a loan from the candidate, it is necessary to clarify whether or not the candidate used personal funds or borrowed the money from a lending institution or some other source. If the candidate borrowed funds from a lending institution, or other source, please provide the name of the lending institution and the complete terms of the loan. Additionally, for loans from a lending institution, you must file an FEC FORM C-1 (copy attached) and a copy of the loan agreement. If the loan(s) was from personal funds, please acknowledge that fact in an amendment to this report. It is important to note that "personal funds" is strictly defined by Commission Regulations. See 11 CFR §110.10, (11 CFR §§100.7(a)(1) and 104.3(d))

-For future reports, please be advised that you should provide the complete name of any political committee that has contributed to your committee. Reporting only the name of the connected organization or abbreviating the name of the committee is inadequate.

-For future reports, please be advised that contributions to other committees or charitable organizations are not operating expenditures. These amounts should be disclosed on Line 21 of the Detailed Summary Page and itemized on a separate Schedule B.